

## IRONWOOD LADIES GOLF ASSOCIATION STANDING RULES

### I. DUTIES OF COMMITTEE CHAIRS

#### 1. **Tournament**

- A. Coordinate and plan all weekly golf events.
- B. Furnish all pertinent information to the pairings chair.
- C. Audit score cards and determine winners and the amounts paid according to the approved annual budget.
- D. Post names of all no-shows or late cancellations.
- E. With the board, prepare estimated annual budget no later than January 15<sup>th</sup>.
- F. With the president, prepare the annual IronOaks calendar.
- G. Enter weekly tournament scores and scores from special events when designated.

#### 2. **Pairings**

- A. Pair participants for weekly play; create scorecards and tee sheets.
- B. Post pairings in a timely manner (specified in standing rule II.5).
- C. Furnish tournament chair and pro shop staff with pairing sheets.

#### 3. **Handicap/Membership**

- A. Keep and display orderly handicap records.
- B. Qualify new members, assign them local numbers and inform them of such.
- C. Inform all board members and the pro shop (Chelsea) when a new member qualifies and is assigned a local computer number.
- D. Determine "most improved golfer" from January 1 through December 31.

#### 4. **Orientation / Mentor**

- A. Contact new members to explain posting procedures and answer appropriate questions about the organization.
- B. Organize an orientation meeting for new members each quarter or more often if deemed necessary.
- C. Assign a mentor to play 2 rounds with a new member.

#### 5. **Social Events**

- A. Plan and organize the monthly luncheon and other social functions as needed.
- B. Coordinate monthly luncheon schedule with pairings committee.
- C. Consult with caterer on scheduling of dates, selection of menus and costs.
- D. Post timely notices of dates, menus, cost and all other aspects of the luncheon.
- E. Create seating chart for serving staff.

#### 6. **Birdies & Eagles/ Ringers/Holes-in-One**

- A. Maintain record of birdies and eagles, ringers and holes-in-one.
- B. Present awards in each flight or group 3 times per year
- C. Notify treasurer, AGA, and publicity of holes-in-one.

1. Publicity/ Photo Historian
  - A. Prepare articles for publication in *Splash* and the ILGA website
  - B. Maintain photo library of ILGA activities and special events
2. Arizona Golf Association Representative
  - A. Serve as point of contact for all communications between AGA and ILGA.
  - B. Attend AGA meetings
3. Rules
  - A. Serve as ILGA's official rules chair. Attend AGA rules seminars as necessary.
4. Invitational and Special Golf Tournaments (Temporary Chairs as needed)
  - A. Serve as chair for invitational, crossover, member-guest or other special golf tournaments as established by the board.
  - B. Coordinate the event with the appropriate other affected chairs.
  - C. This committee chair is appointed as necessary by the president and serves only for the specific tournament.

## II. STANDING RULES TO GOVERN WEEKLY PLAY AND SOME SPECIAL EVENTS.

1. The regular play day for ILGA is Thursday. The yearly tournament schedule will be posted. Holidays or scheduled course closings will be identified as non-play days. Guests may participate with ILGA players on play dates that are not designated as tournaments or team (ABCD) events and have space available in the requested date and time slot. A guest must meet all ILGA eligibility criteria and be capable of maintaining pace of play. An ILGA member may invite a guest by using the weekly Chelsea sign-up process for herself and emailing the Tournaments chairman by noon Sunday for permission to add her guest to the appropriate Thursday play date. Please provide the guest's name in the email. A non-ILGA member may contact the Handicap/Membership chairman to request permission to participate in the appropriate Thursday play date. The Handicap/Membership chairman will coordinate further arrangements with the Tournaments Chairman. The Tournaments or Handicap/Membership chairman will send an email to acknowledge the guest's status of participation. The guest is not eligible to compete in the Game of the Day, and her score will not be entered into GHIN. Greens fees are the responsibility of the guest. ILGA members and non-sponsored guests are limited to two requests per year.
2. Members must have a valid, current AGA index and be a member in good standing to compete in tournaments and weekly play.
3. The first name listed in each foursome on the scorecard is designated as the captain for that group. The captain is responsible for the accuracy of all scores posted on the card and for obtaining the approval signature of the others in the foursome. Each member is responsible for the accuracy of her own score and for checking her total prior to signing the scorecard.

4. Players must report to the pro shop no less than 30 minutes prior to their designated tee time.
5. **Most Improved Golfer Criteria:** To qualify, player must be a member of ILGA January 1<sup>st</sup> of the year in question and have played in a minimum of 1/3 postable rounds within that year.
6. **Sign-Up/Pairings Schedule:**

Sign up available:	3 weeks in advance
Sign up closed:	Sunday noon, week of play
Pairings posted:	Wednesday P.M.

**SIGNING UP FOR AN EVENT REQUEST (LEAGUE PLAY)**

A player may either telephone Chelsea (895-1805) and follow the prompts or she may go on-line to [irionoaks.chelseareservations.com](http://irionoaks.chelseareservations.com) to sign up as an **EVENT REQUEST** via the internet. A player may sign up any time three weeks prior to the date of play.

The sign-up deadline for Chelsea is Sunday noon prior to the date of play. If a player misses that deadline, see below ADDING LATE. The pairings will be posted at the clubhouse and on the internet ( [www.ironwoodladies.info](http://www.ironwoodladies.info)) by Wednesday noon prior to the date of play.

CANCELLING GOLF:

***Please read the following section carefully – HOW you cancel golf, depends on WHEN you cancel golf.***

**ONCE PAIRINGS ARE POSTED THEY WILL NOT BE UPDATED ONLINE FOR ADDS  
OR CANCELS**

**DO NOT CALL THE PRO SHOP!**

**ADDING:**

- **After 12 noon on Sunday and up until Wednesday at 12 noon**, you may leave a message on the Add/Cancel Line **(480) 317-3651, Ext 2** that you would like be added
- You will be added if you fit into the pairings and the game of the day
- The Tournament Chair will notify you no later than Wednesday evening if you are playing and what time and starting hole
- **Late adds will be limited to 3 times per year**
- Walk-ons will not be allowed the day of play

#### CANCELING:

- Prior to 12 noon on Sunday
  1. Call Chelsea (either on-line or by phone) and use your confirmation number to cancel your **event request**.
  2. Your confirmation number will not work after 12 noon on Sunday
- Sunday 12 noon until Wednesday at 12 noon
  1. Call the Add/Cancel Line **(480) 317-3651, Ext 2**
  2. Leave your name, your starting time and starting hole number
- After 12 noon on Wednesday and up until 30 minutes prior to your tee time
  1. Continue to utilize the Add/Cancel Line **(480) 317-3651, Ext 2** until 30 minutes prior to your tee time
  2. You may also text the Tournament Chair who is responsible for that week's play (see Event Schedule)

#### CANCEL/NO SHOW FEES:

- If a player is a late cancel/no show on Thursday
  1. The Tournament Chair will send an Email advising the player that a fee is due, the amount due and the date it is due by. This will be the only reminder that she will receive.
  2. She will be paired the first week following the late cancel/no show.
    1. She will have a ten (10) day grace period to pay her fee. If the fee is not paid within the ten (10) day grace period, the pairings committee will not pair her, nor will they notify her.
- Fee Structure
  1. Late Cancel - \$3.00
  2. No Show - \$5.00

#### 2. MAJOR TOURNAMENTS:

##### A. Club Championship:

Three-day tournament. Cumulative gross score. There will be three winners in each flight with one overall game winner from any flight. Participants will be eligible for game of the day.

##### B. ILGA Low Net Championship:

Two consecutive Thursdays. Cumulative net score. At least three winners in each flight with one overall winner from any flight. Participants will be eligible for game of the day.

In the event of rainouts, the tournament may be re-scheduled or shortened by the tournament chair and president. Play day events will be scheduled concurrently with the major tournaments for the non- tournament players.

3. Due to liabilities involved, no outside vendors will be allowed to solicit or offer their services or goods to members during an ILGA event. This does not include free merchandise that will be donated to the league as gifts for the member.
4. All participants in ILGA weekly play must ride in a motorized vehicle. No walkers are allowed.

These standing rules must be amended, changed, deleted, or added to by a two-thirds vote of the executive board, with no less than seven (7) members present and voting. Voting members are elected officers and appointed standing committee chairs.

Amended: January 1995, January 1996, January 1997, January 1998, October 2000, December 2001, January 2004, March 2004, October 2005, March 2006, October 2007, October 2008, November 2009, November 2010, November 2011, January 2013, October 2014, May 2016, November 2018, November 2019, December 2020, January 2022